

NEVADA DEPARTMENT OF CORRECTIONS	SERIES 600 HEALTH CARE SERVICES	SUPERSEDES: AR 604 (01/20/03)
ADMINISTRATIVE REGULATIONS MANUAL	ADMINISTRATIVE REGULATION 604 OCCUPATIONAL EXPOSURE TO BLOOD BORNE PATHOGENS	EFFECTIVE DATE: 06/07/04

TABLE OF CONTENTS

	<u>PURPOSE</u>	
	<u>AUTHORITY</u>	
	<u>RESPONSIBILITY</u>	
	<u>DEFINITIONS</u>	
	<u>APPLICABILITY</u>	
	<u>PROCEDURES</u>	
<u>604.01</u>	OCCUPATIONAL EXPOSURE TO BLOOD BORNE PATHOGENS	
	<u>REFERENCES</u>	
	<u>ATTACHMENTS</u>	
	<u>MANDATORY REVIEW DATE</u>	<u>01/20/05</u>

PURPOSE

To set forth guidelines and provide reference for Department's employee compliance with the Occupational Safety and Health administration regulations as related to bloodborne pathogens.

AUTHORITY

NRS 209.131
NRS 630.272
OSHA Federal Regulations, Part 1910 of Title 29

RESPONSIBILITY

All Department employees has the responsibility to have knowledge of and comply with this regulation.

DEFINITIONS

APPOINTING AUTHORITIES – Individuals to whom the Director has delegated authority to recommend and implement personnel actions. Appointing authorities may include: Assistant Directors, Medical Director, Wardens, Inmate Programs and Services Administrator, and Division Heads.

CORRECTIONAL EMPLOYEE/OFFICER BASIC TRAINING PROGRAM – The Department's 320-hour certified Correctional Employee/Officer Basic Training Academy for the Department's peace officers.

DEPARTMENT – The Nevada Department of Corrections.

DIRECTOR – The Director of the Nevada Department of Corrections.

EMPLOYEE DEVELOPMENT SPECIALISTS (EDS) – The designated Employee Development Staff responsible to ensure the Division's assigned tasks of training and employee development are performed.

INFECTIOUS MATERIALS – Blood, semen, vaginal secretions, cerebrospinal fluids, synovial fluid, pleural fluid, any body fluid visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids.

NON-CUSTODY BASIC TRAINING PROGRAM (NCB)– The Department's mandated 40-hour course of basic orientation to the correctional system for non-custody staff of all occupational groups.

APPLICABILITY

Applies to all personnel employed by the Department.

PROCEDURES

604.01 OCCUPATIONAL EXPOSURE TO BLOOD BORNE PATHOGENS

1.1 The Department's Medical Division will establish a comprehensive exposure to Bloodborne Pathogens Control Plan that complies with the State of Nevada Occupational Safety and Health Administration (NOSHA) as well as the federal Occupational Safety and Health Administration (OSHA) regulatory standards.

1.1.1 This plan will include:

- Compliance statement;
- Preparation date;
- Exposure determination;
- Methods of compliance;

- Engineering controls;
- Work practice controls;
- Personal protective equipment;
- Housekeeping procedures;
- Hepatitis B vaccine;
- Hazard communication;
- Training; and
- Record keeping;

1.2 Implementation:

1.2.1 The Department's Medical Division, in coordination with the EEO/Employee Development, will provide annual training to all staff that is designated by job classification to have potential for exposure to blood borne pathogens.

1.2.2 Training and employee development for all employees within the Department's defined job classifications will be conducted prior to initial assignment to tasks where occupational exposure may occur.

1.2.3 In case of emergency assignments or unavoidable delay in training and employee development classes, the training will be completed within ten (10) working days.

1.2.4 OSHA mandated training and employee development will be integrated into the Department's Pre-Service Training Programs (PST and NCB). These programs are:

- Correctional Employee/Officer Basic Training Program (PST); and
- Non-Custody Basic Orientation Training Program (NCB).

1.2.5 Appointing authorities will ensure this training will be provided for all inmates who have work assignments where exposure may occur. **(3-4363)**

1.2.6 Documentation of the training will be forwarded to the Medical Staff Development Coordinator (MSDC). The MSCD will ensure this documentation is recorded. For Department employees, a copy of the documentation is forwarded to the

regional EDS Office for recording into the employee training file and retention.

1.3 Audit:

1.3.1 The Department's OSHA Compliance Committee will conduct an annual audit to ensure adherence to the OSHA Compliance Control Plan annually.

1.3.2 The results of the audit will be submitted to the Director.

1.4 Distribution of the Compliance Control Plan:

1.4.1 Upon completion of the annual review and development of the Department's OSHA Compliance Control Plan by the OSHA Compliance Committee.

- The Medical Division will ensure the distribution of the OSHA Compliance Control Plan Manuals to the Director and appointing authorities, infirmaries as well as the OSHA Compliance Committee members.

1.4.2 All staff defined within the Department's applicable job classifications will have access to the OSHA Compliance Control Plan Manual.

REFERENCES

ACA Standards 3-4363

ATTACHMENTS

None.

Jackie Crawford, Director

Date

Ted D'Amico, D.O., Medical Director

Date

CONFIDENTIAL

Yes

XX
No

THIS PROCEDURE SUPERSEDES ALL PRIOR WRITTEN PROCEDURES ON THIS SPECIFIC SUBJECT.